

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
MONDAY FEBRUARY 1, 2016**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday, February 1, 2016 at 7:00 p.m. with Mayor Gregory presiding. Mayor Gregory provided the invocation. Council members present were Joe Torske, Larry Zimmerman, Enrique Ramirez, Chris Hahn and Chris Hedrick.

Also present were: Brian Silcott, City Administrator; Justin Constantino, Assistant to City Administrator; Teri Laymon, City Clerk; Kelly Bergeron, Community Development Director; Don McElroy, Police Chief; Matt Lawn, City Treasurer, and Harlan Foraker, City Engineer.

APPROVAL OF THE AGENDA

MOTION: Councilmember *Torske* moved to approve the agenda. Councilmember *Ramirez* seconded the motion. The motion carried unanimously.

CITIZENS' COMMENTS

None

PROCLAMATIONS, AWARDS, RECOGNITIONS & NOMINATIONS

None

APPROVAL OF CONSENT AGENDA

Teri Laymon, City Clerk presented Minutes of the Meeting of January 29, 2016; and two lists of Accounts Payable totaling \$436,087.02 for the City Council's approval.

MOTION: Councilmember *Ramirez* moved to approve the consent agenda. Councilmember *Torske* seconded the motion. The motion carried with Councilmember *Zimmerman* abstaining.

REVIEW AND COMMENT – ZONING CODE REVIEW-SUBDIVISION REGULATIONS

Kelly Bergeron, Community Development Director presented a draft of the subdivision regulations to the City Council for review. Bergeron stated the current subdivision regulations are a separate document adopted by City Ordinance #551 in 2001. Staff proposes incorporating the document into the zoning code as new Article 12, shifting the Amendments, Severability and Effective Date and Appendix sections down to be new Article 13 and 14, and Appendix.

Bergeron added that the changes discussed by the City Council would be taken to the Planning Commission for technical consideration and refinement on February 08, 2016.

No Action was taken

REVIEW AND COMMENT – 2016-2020 CAPITAL IMPROVEMENT PROGRAM

Brian Silcott, City Administrator and Matt Lawn, City Treasurer reviewed the 2016-2020 Capital Improvement Program which includes beautification of the right-of-way and frontage roads, a walking/biking pathway along 183rd, a park north of Kellogg, improvements to parks south of Kellogg, City Hall remodel, infrastructure improvements and construction of an access road to the STAR Bond district, 183rd Street Redesign and modifications to the wastewater treatment facility. The City Council was asked to provide feedback on the prioritization of the projects along with any other projects that may not be on the list.

No Action was taken

STAR BOND INFRASTRUCTURE ENGINEERING SERVICES AGREEMENT-GEC

Brian Silcott presented a proposed agreement with General Engineering Company (GEC) for the design of water, sewer, streets, and storm water improvements. The contract calls for the design of 11,300 square yards (7,925 linear feet or 1.5 lane miles) of asphalt roadway, 735 linear feet of sanitary sewer main extension to the hotel complex lot line, 755 linear feet of 10" water main extension to the hotel property line, and 920 linear feet of storm sewer improvements for the roadway. The total cost for the roadway is estimated to total \$1,000,000. Silcott presented a project timeline with a completion date of August 1, 2016.

The agreement calls for \$500,000 workers compensation insurance and \$1,000,000 general liability insurance coverage. The contract has an amount not to exceed \$53,454.40.

Silcott stated that the cost for the design, inspection and construction of the project would be financed through the issuance of a temporary note that will become General Obligation bonds. The project will be administered in the Capital Improvement Fund with note payments occurring within the Bond & Interest Fund. Temporary Note issuance is planned for late-April to early-May timeframe.

MOTION: Councilmember *Torske* moved to approve the proposed agreement with GEC as presented. Councilmember *Hedrick* seconded the motion. The motion carried unanimously.

STAR BOND ENGINEERING SERVICES AGREEMENT - CED

Brian Silcott presented a proposed agreement with Certified Engineering Design Inc., (CED) for the inspection and construction administration of the STAR Bond roadway and water and sanitary sewer and storm water improvements.

The agreement calls for \$500,000 workers compensation insurance and \$1,000,000 general liability insurance coverage. The contract has an amount not to exceed \$46,772.60.

MOTION: Councilmember *Torske* moved to approve the proposed agreement with CED as presented. Councilmember *Ramirez* seconded the motion. The motion carried unanimously.

CONSIDER CHARTER ORDINANCE AUTUMNAL ELECTIONS

Brian Silcott explained that during the 2015 legislative session, the Kansas legislature moved all municipal elections to occur the first Tuesday in November. This action requires all units of

subordinate government to adopt charter ordinances as housekeeping items to conform to the legislation.

The proposed charter ordinance extends Mayor and City Council member terms seven (7) months from April to November of the year in which reelection is to occur. The charter ordinance also moves municipal elections from April to November. The number of governing body members and terms of office are not otherwise amended. In short, only the current members of the Governing Body will serve an additional seven months while the election cycle transitions to November. Below is a chart of current governing body members with their respective terms in order of reelection year.

Elected Official	Term Expires
Mayor Marcey Gregory	2017
Chris Hahn	2017
Chris Hedrick	2017
Larry Zimmerman	2019
Joe Torske	2019
Enrique Ramirez	2019

To pass the charter ordinance a 2/3 majority of the entire governing body (4 votes) is required. Failure to pass this would make the City's elections of Mayor and City Council members incompatible with state statutes.

MOTION: Councilmember *Torske* moved to waive the reading of the charter ordinance. Councilmember *Hahn* seconded the motion. The motion carried unanimously.

MOTION: Councilmember *Torske* moved to adopt said charter ordinance. Councilmember *Hahn* seconded the motion.

Roll Call Vote: Torske – Yes, Zimmerman – Yes, Ramirez – Yes, Hahn – Yes, Hedrick – Yes

Charter Ordinance #13

AUTHORIZE 2016 MOWING SERVICES REQUEST FOR PROPOSALS SOLICITATION

Justin Constantino, Assistant to City Administrator stated that in March of 2015, the City Council approved a contract for right-of-way mowing services with Legendary Lawn LLC for approximately \$39,028.07 and public nuisance mowing with the company Green with Envy for \$30.00 per hour. The 2015 annual contract for privatized mowing services officially expired on October 30, 2015, requiring a new 2016 contract for privatized mowing services beginning

on March 30, 2016. The City plans to release the Request for Proposals (RFP) for 2016 mowing services upon approval by City Council.

In preparation for release of the 2016 mowing services RFP, staff has updated the 2015 Mowing Services RFP to include a newly proposed schedule, including the mowing of the City's public parks on either Thursday or Friday prior to the weekend and the option for the City to request additional mowing services prior to public community events. Staff intends to release the 2016 Mowing Services RFP to prospective proposers on Wednesday, February 3, 2016 with a pre-bid conference to be held on February 17, 2016. The submission deadline for the 2016 Mowing Services RFP is February 24, 2016. If the release of an RFP for 2016 Mowing Services is approved for by the City Council, bids from contractors will be presented at the March 7, 2016 City Council Meeting. Councilmember Hahn asked to extend the submittal deadline to February 29.

MOTION: Councilmember *Hahn* moved to authorize the request for proposal solicitation with the deadline extended to February 29. Councilmember *Torske* seconded the motion. The motion carried unanimously.

CITY ADMINISTRATOR'S REPORT

Brian Silcott presented and reviewed the City Administrator's report dated February 1, 2016.

To: Honorable Mayor and City Council
From: Brian W. Silcott, City Administrator
Cc: Department Directors & Staff
Re: City Administrator Report for the week of February 1
Date: February 1, 2016

Below is a list of highlights of the week for the City organization.

Stormwater Management Policy: Staff will provide a brief overview on progress on the development of the City's SMP at the February 16 meeting.

Solid Waste Utility Discussion: Staff will present an overview on solid waste to begin the discussion on completing the transition to a single source vendor. This item was last discussed in detail at the November 18, 2013 regular meeting.

Citywide Spring Clean-Up: A group of community volunteers is working to have a Citywide clean-up day on April 23rd which would be replace the traditional spring clean-up weekend, which occurs the second weekend in May following garage sale weekend. The community group consist of the Goddard Chamber's Young Professionals, USD 265's student council and school groups requiring community service, and Pathway Church.

Monument Sign Ordinance: Staff plans to present this ordinance for review and comment at the March 7 regular meeting. The ordinance has been reviewed and revised by City legal staff to conform with the United States Supreme Court's *Reed v. Town of Gilbert, AZ* decision

that prevents cities from making sign regulations addressing content. We can however address the structure of the signage.

Park Board Meeting: The next meeting is Tuesday, February 9 at 6pm at City Hall. Work will continue on developing the master park plan. This meeting will work to define the architectural and amenity themes for our open spaces.

Sewer Rate Discussion: Staff will present a discussion on raising sewer rates for operating and debt service costs at the February 16 meeting. The next debt service payment increase occurs in 2019 with an annual payment of \$500,000 the present debt service fee generates roughly \$38,000/per month for the \$438,000 annual payment. The City has not had an operating rate increase for sewer during my tenure as City Administrator, which began March 31, 2008.

STAR Bond Building Permit: The Director of Community Development has issued the building permit for the STAR Bond project. The building permit fee totaled \$78,148, which will be split with Sedgwick County MABCD \$39,074/ea. The project also generates \$15,000 in water & sanitary sewer tap fees. The total permit cost is 93,148. Expect to see a slow buildup of machinery and equipment and work in the coming weeks.

UPCOMING MEETINGS & EVENTS:

- Library Board: **Monday, February 8** at 7pm at the Public Library.
- Planning Commission: **Monday, February 8** at 7pm in the City Council Chambers.
- Municipal Court Arraignment: **Tuesday, February 9** at 7pm in the City Council Chambers.
- Goddard Park Board: **Tuesday, February 9** at 7pm in the Public Library.
- City Council Regular Meeting: **Tuesday, February 16** at 7pm in the City Council Chambers.

Respectfully Submitted,

Brian

Brian W. Silcott,
City Administrator

GOVERNING BODY COMMENTS

Councilmember Torske asked that the packets be delivered by Friday at the latest to allow time for the City Council to review before the meetings.

Councilmember Torske said there is an abandoned sign located at the entrance of Saint Andrews.

Councilmember Torske stated that he has use for any spare home show tickets.

Councilmember Zimmerman stated that there is low light around the bronze statue in the park and expressed his concern that it could be vandalized.

Mayor Gregory announced that Goddard would be hosting the Sedgwick County Association of Cities Meeting presented by Sedgwick County Sherriff Easter on Saturday February 13.

Mayor Gregory stated she would like to sponsor a walk/jog/bike run early to late spring.

EXECUTIVE SESSION

MOTION: Councilmember ***Torske*** moved to recess into executive session for 15 minutes to discuss acquisition of Real Estate. The open meeting will reconvene in the City Council Chambers at 8:00 p.m. Councilmember ***Ramirez*** seconded the motion. The Motion carried unanimously.

The City Council recessed into Executive Session at 7:45 p.m. and reconvened at 8:00 p.m. Mayor Gregory announced that no binding action was taken in executive session.

ADJOURNMENT

MOTION: Councilmember ***Torske*** moved to adjourn the regular meeting. Councilmember ***Ramirez*** seconded the motion. The motion carried unanimously.

Meeting adjourned at 8:05 p.m.
Teri Laymon, City Clerk